

A RESOLUTION**BY: COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR FC-6006007911, INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT, BUREAU OF HOUSING, WITH MORLIN HOME SERVICES, LLC FOR THE PURPOSE OF IMPLEMENTING THE FEDERALLY FUNDED OWNER OCCUPIED REHABILITATION PROGRAM (OORP), IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$150,000.00), FOR A TERM OF TWELVE (12) MONTHS WITH ONE TWELVE (12) MONTH RENEWAL OPTION AT THE SOLE DISCRETION OF THE CITY. ALL FUNDS SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBERS: HOME INVESTMENT PARTNERSHIP PROGRAM 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0; CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5*** Y46P0103A26A, 1B01 5***** Y46P0103A27A; AND MECHANICSVILLE SECTION 108 LOAN PROGRAM 3P06 529002 Y47Q0273A7K0.**

WHEREAS, the City of Atlanta's ("City") Department of Planning and Community Development, Bureau of Housing, administers the Owner Occupied Housing Rehabilitation Program ("OORP"); and

WHEREAS, the goal of the OORP is to repair and preserve single-family housing in the City with an emphasis on serving the elderly, disabled, and low to moderate level income homeowners; and

WHEREAS, the OORP specifically works to address the following objectives: (1) upgrading and preserving neighborhoods; (2) assisting low-income households with home repairs; (3) leveraging private funds with federal grant funds; and (4) forming partnerships with appropriate local community organizations to further neighborhood revitalization; and

WHEREAS, the City appropriated \$2,500,000.00 for the repair of owner occupied properties under the HOME Investment Partnership fund and \$1,070,000.00 for the repair of the owner occupied properties under the Mechanicsville Section 108 Loan funds from the U.S. Department of Housing and Urban Development to provide loans and grants in order to provide housing rehabilitation services; and

WHEREAS, the City approved funding for the OORP in the 2002 through 2006 Annual Action Plan for the HOME Investment Partnerships Program and these programs are ready for implementation; and

WHEREAS, the City wishes to enter into an agreement for Inspection Services, on behalf of the Department of Planning and Community Development, Bureau of Housing; and

WHEREAS, the Commissioner of the Department of Planning and Community Development and the Chief Procurement Officer of the Department of Procurement have recommended that the agreement for FC-6006007911, be awarded to the most responsive and responsible bidder, Morlin Home Services, LLC, in an amount not to exceed One Hundred Fifty Thousand Dollars and no cents (\$150,000.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES that the Mayor be and is hereby authorized to execute a contract for FC-6006007911, Inspection Services, on behalf of the Department of Planning and Community Development, Bureau of Housing, with Morlin Home Services, LLC for the purpose of implementing the federally funded Owner Occupied Rehabilitation Program (OORP) in an amount not to exceed One Hundred Fifty Thousand Dollars and no cents (\$150,000.00).

BE IT FURTHER RESOLVED, that the term of the Agreement shall be for a period of twelve (12) months with one twelve (12) month renewal option at the sole discretion of the City.

BE IT FURTHER RESOLVED, that the City Attorney be and is directed to prepare the appropriate contractual Agreement for execution by the Mayor, and to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that the Agreement(s) authorized hereunder shall not become binding upon the City and the City shall incur no obligation or liability hereunder until the same has been signed by the Mayor, attested to by the municipal clerk, approved by City Attorney as to form, and delivered to Morlin Home Services, LLC.

BE IT FURTHER RESOLVED, that all contracted work for the OORP in an amount not to exceed One Hundred Twenty Thousand Dollars (\$120,000.00) shall be charged to and paid from Fund, Account and Center Numbers: 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0 (HOME Investment Program) and 1B01 5***** Y46P0103A26A, 1B01 5***** Y46P0103A27A (CDBG Housing Rehab Administration).

BE IT FINALLY RESOLVED, that all contracted work for the OORP in an amount not to exceed Thirty Thousand Dollars (\$30,000.00) shall be charged to and paid from Fund, Account and Center: 3P06 529002 Y47Q0273A7K0 (Mechanicsville Section 108 Loan Program).

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Community Development/Human Resources

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR FC-6006007911, INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT, BUREAU OF HOUSING, WITH MORLIN HOME SERVICES, LLC FOR THE PURPOSE OF IMPLEMENTING THE FEDERALLY FUNDED OWNER OCCUPIED REHABILITATION PROGRAM (OORP), IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$150,000.00), FOR A TERM OF TWELVE (12) MONTHS WITH ONE TWELVE (12) MONTH RENEWAL OPTION AT THE SOLE DISCRETION OF THE CITY. ALL FUNDS SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBERS: HOME INVESTMENT PARTNERSHIP PROGRAM 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0; CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5***** Y46P0103A26A, 1B01 5***** Y46P0103A27A; AND MECHANICSVILLE SECTION 108 LOAN PROGRAM 3P06 529002 Y47Q0273A7K0.

Council Meeting Date: September 4, 2007

Requesting Dept.: Planning and Community Development (Bureau of Housing)

FAC Confirmed by: James Talley

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.

The purpose of this legislation is to receive authorization to enter into a contractual agreement with Morlin Home Service that was qualified by the Chief Procurement Officer per FC-6006007911 to perform rehabilitation housing services for the Bureau of Housing Owner Occupied Rehabilitation Program.

2. Please provide background information regarding this legislation.

Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.

The Bureau of Housing administers the OORP to repair and preserve single-family housing for seniors and disable homeowners. The City approved funding for the OORP in the 2002 through 2006 Annual Action Plan for the HOME Investment Partnership Program (\$2,500,000) and Mechancisville Section 108 (\$1,070,000) appropriated \$3,570,000 to provide rehabilitation assistance, which is used to pay relate housing rehabilitation services such as administrative fee, contractors, inspections and lead base paint assessments.

Morlin Home Services was recommended by the Chief Procurement Officer FC-6006007911 to into an appropriate contractual agreement to provide home inspection services for the Bureau of Housing with the implementation of the rehabilitation program, Section 8 program and other related housing rehabilitation services.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

4. Fund Account Center (Ex. Name and number): HOME Investment Partnership Program 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0 and Mechanicsville Section 108 Loan Program 3P06 529002 Y47Q0273A7K0 and CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5***** Y46P0103A26A, 1B01 5***** Y46P0103A27A

Fund: _____ **Account:** _____ **Center:** _____

5. Source of Funds: Example: Local Assistance Grant Federal Funded Grants

6. Fiscal Impact: This legislation will result in a reduction in the amount not to exceed \$150,000 annually from the above fund account centers for housing rehabilitation inspection services.

Example: *This legislation will result in a reduction in the amount of _____ to Fund Account Center Number _____.*

7. Method of Cost Recovery: N/A

Examples:

- a. Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: C.Fletcher

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Christy Fletcher

Contact Number: 6390

Originating Department: Planning and Community Development

Committee(s) of Purview: Community Development/Human Resources

Chief of Staff Deadline: August 13, 2007

Anticipated Committee Meeting Date(s): August 28, 2007

Anticipated Full Council Date: September 4, 2007

Legislative Counsel's Signature: _____

Commissioner Signature: _____

Chief Procurement Officer Signature: _____

CAPTION


A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR FC-6006007911, INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT, BUREAU OF HOUSING, WITH MORLIN HOME SERVICES, LLC FOR THE PURPOSE OF IMPLEMENTING THE FEDERALLY FUNDED OWNER OCCUPIED REHABILITATION PROGRAM (OORP), IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$150,000.00), FOR A TERM OF TWELVE (12) MONTHS WITH ONE TWELVE (12) MONTH RENEWAL OPTION AT THE SOLE DISCRETION OF THE CITY. ALL FUNDS SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBERS: HOME INVESTMENT PARTNERSHIP PROGRAM 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0; CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5***** Y46P0103A26A, 1B01 5***** Y46P0103A27A; AND MECHANICSVILLE SECTION 108 LOAN PROGRAM 3P06 529002 Y47Q0273A7K0.

FINANCIAL IMPACT (if any)

Mayor's Staff Only

Received by CPO: _____
(date)

Received by LC from CPO: _____
(date)

Received by Mayor's Office: 8/16/07 
(date)

Reviewed by: 8/16/07 
(date)

Submitted to Council: _____
(date)

**DEPARTMENT OF PROCUREMENT
LEGISLATION SUMMARY**

**Committee of Purview: Community Development and Human Resources
Committee**

CAPTION:

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT FOR FC-6006007911, INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT, BUREAU OF HOUSING, WITH MORLIN HOME SERVICES, LLC FOR THE PURPOSE OF IMPLEMENTING THE FEDERALLY FUNDED OWNER OCCUPIED REHABILITATION PROGRAM (OORP), IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$150,000.00). ALL FUNDS SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBERS: HOME INVESTMENT PARTNERSHIP PROGRAM 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0, 3P05 529002 Y46P0907A3P0; CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5*** Y46P0103A26A, 1B01 5***** Y46P0103A27A; AND MECHANICSVILLE SECTION 108 LOAN PROGRAM 3P06 529002 Y47Q0273A7K0.**

Council Meeting Date:	August 28, 2007
Legislation Title:	FC-6006007911, Inspection Services Construction Management
Requesting Department:	Department of Planning and Community Bureau of Housing.
Contract Type:	RFQ
Source Selection:	Morlin Home Services, LLC
Bids/Proposals Due:	July 26, 2007
Proposals Received:	Two (2)
Bidders/Proponents:	1) Morlin Home Services 2) Buckeye Asbestos Removal, Inc.
Justification Statement:	Based on the information submitted and the evaluation criteria established for this project, the most responsible and responsive proponent is Morlin Home Services, LLC

Background: Will provide the City with Certified Rehabilitation Housing Inspector(s).

Fund Account Center: HOME INVESTMENT PARTNERSHIP
PROGRAM 3P05 529002 Y46P0907A3L0, 3P05
529002 Y46P0907A3M0, 3P05 529002
Y46P0907A3N0, 3P05 529002 Y46P0907A3P0;
CDBG HOUSING REHABILITATION
ADMINISTRATION 1B01 5***** Y46P0103A26A,
1B01 5***** Y46P0103A27A; AND
MECHANICSVILLE SECTION 108 LOAN
PROGRAM 3P06 529002 Y47Q0273A7K0.

Source of Funds: N/A

Fiscal Impact: One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00).

Term of Contract: Twelve (12) months with twelve (12) months renewal option at the discretion of the City.

Method of Cost Recovery: N/A

Approval:
DOF: YES
DOL: YES

Prepared By: Elsa D. Castro
Contact Number: 404.330.6426

Justification Statement:	Based on the information submitted and the evaluation criteria established for this project, the most responsible and responsive proponent is Metropolitan Alliance of Community Development Corporation (MACDC).
Background:	Will provide the City with programmatic management.
Fund Account Center:	HOME INVESTMENT PARTNERDSHIP PROGRAM 3P05 529002 Y46P0907A3L0, 3P05 529002 Y46P0907A3M0, 3P05 529002 Y46P0907A3N0; 3P05 529002 Y46P0907A3P0, AND CDBG HOUSING REHABILITATION ADMINISTRATION 1B01 5***** Y46P0103A26A; AND MEHANICSVILLE SECTION 108 LOAN PROGRAM 3P06 529002 Y47Q0273A7K0.
Source of Funds:	N/A
Fiscal Impact:	Five Hundred Twenty Thousand Dollars and No Cents (\$520,000.00).
Term of Contract:	Twelve (12) months with twelve (12) months renewal option at the discretion of the City.
Method of Cost Recover y:	N/A
Approval: DOF: YES DOL: YES	
Prepared By: Contact Number:	Elsa D. Castro 404.330.6426

FC-6006007911 Inspection Services Construction Management

The evaluation team reviewed and developed written scoring for a total of two proposals submitted in this category:

1. Buckeye Asbestos Removal, Inc. (Buckeye)
2. Morlin Home Services, LLC (Morlin)

Evaluation Committee's Recommendations/Comments:

The evaluation team recommends selection of Morlin Home Services which is currently working with the Bureau of Housing and suggests having Morlin verify the costs presented in their proposal, particularly the \$600.00 cost related to field inspections which are "to be completed at a minimum of twice per week on any given project and to include the filed inspection report on a bi-monthly basis". The evaluation team members agreed that a minimum total average score of 50 was required for selection in this category. The evaluation team also recommends re-opening the Request for Qualification (RFQ) bid process to increase the selected pool by at least 2 additional firms qualified to perform inspections due to Morlin's small staff size and the team's concerns regarding limited capacity. The other submission by Buckeye in this category was not recommended for selection and the evaluation team made the following observations in regards to Buckeye:

- a. Buckeye – the cost estimate of \$6000.00 per project is considered to be exorbitant and well above that typically anticipated for this work. Although an office is located in Atlanta, key project staff is based in Ohio. There was no apparent local single family residential experience listed.

Department's Recommendation:

In an effort to perform a comprehensive evaluation of the submissions, the Department requests clarification from Buckeye to address the statement of qualifications and cost proposal. In the interim, the Bureau respectfully requests to proceed with Morlin Home Services for required services. It is the intent of the Department to recommend Buckeye Asbestos Removal, Inc., if the agency meets the specified qualifications.

ELSA CASTRO
CONTRACTING OFFICER

PROJECT TITLE: INSPECTION SERVICES CONSTRUCTION MANAGEMENT

TOTAL NUMBER OF PROPONENTS:

[illegible]

CITY OF ATLANTA
DEPT. OF PUBLIC WORKS
2000 JUL 20 PM 2:00